Criteria for Standard School Type Definitions for the 2001 API

This document describes how school type (elementary, middle, or high) will be determined for the 2001 Academic Performance Index (API).

How School Type Will Be Determined for API Purposes

Beginning with the 2001 Growth and Base API, specific definitions for school type will be determined by the Educational Planning and Information Center (EPIC) of the California Department of Education (CDE) according to a school's grade span and, for certain schools, according to a school's enrollment. **This school type will be used for API purposes only.** The following steps will be used to assign school type according to "core" grade span definitions. Schools in the alternative accountability system that opt into the main API system will also be assigned an API school type using these criteria.

1. Core Grade Spans of K-5, 7-8, and 9-12. The "core" grade spans for each school type will be defined as K-5, 6-8, and 9-12:

School Type	Core Grade Span
Elementary	K-5
Middle	7-8
High	9-12

    The 6th grade is left out of the core grade span designations. Because some schools view 6th grade as "elementary" while others view 6th grade as "middle," the process remains neutral on whether 6th grade is considered one or the other.

2. School type assigned by core grade span. Each school's grade levels are summed according to each core grade span. The school's type is based on the core grade span with the most grade levels.

    For example, a school with a K-8 grade span would have 6 grade levels associated with the elementary school type and 2 grade levels associated with the middle school type. Therefore, a K-8 school would be assigned an "elementary" school type since the K-5 core grade span would have the highest number of grade levels.

3. School type assigned by enrollment in core grade spans. Schools with a grade span across the three core grade spans (e.g., K-12 or K-10) or that have the same number of grade levels for two core grade spans (e.g., 4-8 or 8-9) will be treated separately. These schools will be assigned school type according to the highest enrollment in a core grade span. Enrollment in grades K-12 from the most current CBEDS will be used. If the enrollment for two core grade spans is equal, the school type will be the CDS school type designation.

    For example, a school with a 4-12 grade span would have 2 grade levels associated with the elementary school type, 2 grade levels associated with the middle school type, and 4 grade levels associated with the high school type. The school's enrollment for the K-5 core grade

span is 136, for the 7-8 core grade span is 192, and for the 9-12 core grade span is 52. Since the 7-8 enrollment is the highest of the three core grade spans, the school would be assigned a "middle" school type.

4. Coding of schools by grade span. The following shows how schools will be coded according to grade span:

School Type Coding	Grade Span*
Elementary	1-2, 1-3, 1-5, 1-6, 1-7, 1-8, 1-9, 2-3, 2-4, 2-5, 2-6, 2-8, 3-4, 3-5, 3-6, 3-8, 4-4, 4-5, 4-6, 5-5, 5-6, K-K, K-1, K-2, K-3, K-4, K-5, K-6, K-7, K-8, K-9
Middle	5-8, 6-7, 6-8, 6-9, 7-7, 7-8, 7-9, 8-8
High	10-10, 10-11, 10-12, 11-11, 11-12, 12-12, 6-11, 6-12, 7-11, 7-12, 8-10, 8-11, 8-12, 9-10, 9-11, 9-12, 9-9
School Type Based on Enrollment	1-11, 1-12, 2-12, 3-12, 4-11, 4-12, 4-8, 5-12, 7-10, 8-9, K-10, K-11, K-12

* The grade spans reflect those in existence for 2000-2001.

5. Grade span of 6-6. A grade span of 6-6 will default to the CDS school type designation or be defined as "elementary" if the CDS code designation is unclear (e.g., alternative or community day).

6. API Base determines the school type for API reporting cycle. Beginning with the 2001 API Base, the API Base will determine the school type for a year based upon rules set in the previous year. Therefore, the school type will be assigned for both the API Base and Growth within an API reporting cycle.

7. API school type different from CDS code school type. A small number of schools will be assigned school types for API purposes that will be different from the CDS code designation types of elementary, middle, or high and, therefore, different from previous API reports of school types. In these cases, the EPIC will review the enrollments by grade level and school type. For the schools that show an enrollment pattern overwhelmingly contrary to the assigned school type, EPIC will adjust the school type assignment to reflect their predominant enrollment pattern, which in most cases will default to the CDS code school type designation. For example, a school with a grade span of K-8 would be assigned an "elementary" school type, which would, in this case, result in a school type different from its CDS code designation of "middle". The school's K-5 enrollment is 23, and its 7-8 enrollment is 531. Because the school's predominant enrollment is in the middle grade levels, the EPIC will adjust the school's type so that it is assigned a "middle" school type.

A school assigned an API school type different from the CDS code school type has three options. It may correct its CDS code school type to match its API school type, if appropriate (follow directions at http://www.cde.ca.gov/cdscodes/index.html for changing CDS code information); it may submit a request to the EPIC to correct its API school type

(see following); or it may allow its API school type and CDS code school type to remain different (which has no penalty but may create confusion in future record-keeping).

Process to Correct School Type Assigned for 2001 API

The period from August 27 to September 12, 2001 will be the <u>only</u> opportunity for correcting the 2001 API school type designation assigned by the EPIC. Requests for corrections <u>must be received by the CDE by September 12, 2001</u>. If the EPIC does not hear from you by this date, we will assume you agree with the school types assigned.

A school that is assigned a 2001 API school type differing from its CDS code school type may request to have its assigned type changed. Schools that provide sufficient and reasonable justification for a school type different from that assigned by the EPIC for API purposes, including schools in the alternative accountability system that opt into the main API system, may have their assigned type adjusted, if approved by the CDE.

To request an adjustment of the school type designation assigned by the CDE for the 2001 API, **you must do <u>all</u> of the following:**

1. Send a letter to the EPIC of the CDE at the following address:
    - California Department of Education
      Educational Planning and Information Center
      721 Capitol Mall, 4th Floor
      Sacramento, CA 95814

2. The letter must include:
    - Names of the schools affected
    - County-district-school (CDS) codes of the affected schools
    - The school type preferred (must be either "elementary," "middle," or "high") for API purposes
    - Detailed justification for school type preferred (include specific evidence to support the proposal)
    - A statement that the remainder of schools in the district have appropriate school type designations assigned by the EPIC for API purposes (not required for charter schools)
    - The signature on the letter of the district superintendent or authorized representative (for charter schools, the signature of the administrator or authorized representative)

3. Your letter must be **received** by the CDE **by September 12, 2001**.

You **must** submit the letter with your requested changes. You may also send an advance email with the information. Send email correspondence to:
    - epic@cde.ca.gov

The EPIC will notify you prior to October of the status of your request. If you have further questions, contact Jan Volkoff of the Educational Planning and Information Center (EPIC) at *<epic@cde.ca.gov>* or by phone at (916) 657-2273.